EDITED KSA LISTING

CLASS: SENIOR INFORMATION SYSTEMS ANALYST (SPECIALIST)

NOTE: Each position within this classification may be required to possess all or some of these knowledge, skills or abilities.

#	Knowledge, Skill, Ability

	Knowledge of:
K1.	Extensive knowledge of Information Technology (IT) principles and of public administration, organization, and management to effectively perform assigned duties.
K2.	Extensive knowledge of information technology systems equipment, software, and practices as it relates to the IT environment to effectively perform assigned duties.
K3.	Comprehensive knowledge of analytical techniques needed to review and analyze information to determine options and recommend viable solutions.
K4.	Comprehensive knowledge of technical report writing to accurately and effectively communicate job related information.
K5.	**Extensive knowledge of the System Development Life Cycle (SDLC) principles and methods to effectively perform assigned duties.**
K6.	**Extensive knowledge of training techniques to effectively educate IT customers and staff.**
K7.	**Extensive knowledge of departmental and IT policies and procedures to conform to industry and state IT best practices.**
K8.	**Extensive knowledge of information security practices to properly protect the department's information and IT assets.**
K9.	**Extensive knowledge of project management principles, practices, and procedures to ensure delivery of quality IT products and services.**
K10.	**Extensive knowledge of state procurement policies and procedures in order to properly procure goods and services.**

Bold text-indicates not on Classification Spec.

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#	Knowledge, Skill, Ability

	Skill to:
S1.	Effectively analyze information and situations to identify problems, reason logically, and draw valid conclusions in order to determine effective solutions.
S2.	Effectively apply appropriate methods and use creative and logical thinking to design effective solutions.
S3.	Effectively monitor, identify, and troubleshoot to resolve problems of IT hardware, software, and processes.
S4.	Effectively utilize interpersonal skills to establish and maintain productive working relationships.
S5.	Communicate effectively both written and verbally in order to exchange and/or provide information to management, staff, customers, and others.
S6.	**Effectively review, edit, evaluate, and prepare written documents to produce quality products.**

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#	Knowledge, Skill, Ability

	Ability to:
A1.	**Work both independently and in teams to perform assigned tasks.**
A2.	**Reason logically to perform analytical tasks.**
A3.	**Prioritize and manage multiple tasks in order to manage time efficiently.**
A4.	**Apply creative thinking in developing solutions.**

Bold text-indicates not on Classification Spec.